

First Responder: _____

Trained Observer: _____ Date: _____

PURPOSE: This checklist has been developed to assist First Responders in the proper donning and doffing of Personal Protective Equipment (PPE), and securing on-scene used PPE.

HOW TO USE: This document should be used by Trained Observers and First Responders in conjunction with:

- The instructional *First Responder Ebola Briefing + PPE PowerPoint* published **November 13, 2014**.
- CDC training videos for donning and doffing PPE (www.cdc.gov/vhf/ebola/hcp/ppe-training/).
- CDC Interim Guidance for Emergency Medical Services (EMS) Systems and 9-1-1 Public Safety Answering Points (PSAPs) for Management of Patients with Known or Suspected Ebola Virus Disease in the United States – **October 28, 2014**. (www.cdc.gov/vhf/ebola/hcp/interim-guidance-emergency-medical-services-systems-911-public-safety-answering-points-management-patients-known-suspected-united-states.html).
- CDC Guidance on Personal Protective Equipment To Be Used by Healthcare Workers During Management of Patients with Ebola Virus Disease in U.S. Hospitals, Including Procedures for Putting On (Donning) and Removing (Doffing) – **October 20, 2014**. (www.cdc.gov/vhf/ebola/hcp/procedures-for-ppe.html).

IMPORTANT NOTES:

- Donning and doffing procedures are **different**, depending on the **type** of PPE selected.
- A **Trained Observer** to verify and **document successful compliance** with the protocol is **required** for proper PPE donning and doffing.

CDC-recommended PPE

1. TWO PAIRS OF SINGLE-USE (DISPOSABLE) NITRILE EXAM GLOVES (At a minimum, outer gloves should have extended cuffs).

2. COVERALLS (WITH OR WITHOUT INTEGRATED SOCKS) AND APRON AND BOOT OR SHOE COVERS (SHOE COVERS ACCEPTABLE ONLY IF COVERALLS HAVE INTEGRATED SOCKS) (All should be single-use (disposable) fluid-resistant or impermeable).

3. PAPR (WITH FULL FACE SHIELD, HELMET OR HEADPIECE) AND SINGLE-USE (DISPOSABLE) HOOD (IF PAPR IS REUSABLE) OR N95 RESPIRATOR AND SINGLE-USE (DISPOSABLE) HOOD AND SINGLE-USE FACE SHIELD (Fully cover front and sides of face).

LOUISIANA EBOLA PREPAREDNESS | DEPARTMENT OF HEALTH AND HOSPITALS

Prior to donning, designate a Work Zone for doffing. Work Zone should allow a clear separation between clean and potentially contaminated areas and should be located as close to the Hot Zone as safely feasible.

<input type="checkbox"/>	Step 1. Engage Trained Observer	<input type="checkbox"/> Using a written checklist and verbal commands , the donning process is conducted under the guidance and supervision of a Trained Observer . <input type="checkbox"/> Trained Observer confirms visually and documents that all PPE is serviceable and has been donned successfully, ensuring and verifying the integrity of the ensemble. <input type="checkbox"/> OUTCOME: NO exposed skin or hair should be visible at the conclusion of the donning process.
<input type="checkbox"/>	Step 2. Remove Personal Clothing and Items	<input type="checkbox"/> In a clean area, change into surgical scrubs (or disposable garments) and dedicated washable (plastic or rubber) footwear with closed toe and heels, and no holes. <input type="checkbox"/> Remove personal items (e.g., jewelry, watches, cell phones, pagers, pens).
<input type="checkbox"/>	Step 3. Inspect PPE Prior to Donning	<input type="checkbox"/> Visually inspect: - PPE ensemble to ensure it is in serviceable condition . - Sizes selected are correct . - All required PPE and supplies are available . <input type="checkbox"/> Trained Observer reviews the donning sequence before <i>beginning</i> the donning process, reading aloud in a step-by-step fashion.
<input type="checkbox"/>	Step 4. Perform Hand Hygiene	<input type="checkbox"/> Perform hand hygiene with alcohol-based hand rub (ABHR). Allow hands to dry before next step.
<input type="checkbox"/>	Step 5. Put on Inner Gloves	<input type="checkbox"/> Put on first pair of gloves . Cuffs should extend as far up the arms as possible.
<input type="checkbox"/>	Step 6. Put on Boot or Shoe Covers	<input type="checkbox"/> Boot covers should extend to mid-calf . <input type="checkbox"/> Shoe covers are acceptable ONLY if used with a coverall with integrated socks .
<input type="checkbox"/>	Step 7. Put on Coverall	<input type="checkbox"/> Ensure coverall: - Is large enough for unrestricted freedom of movement . - Cuffs of inner gloves are tucked under the sleeve of the coverall. <input type="checkbox"/> If tape is needed to secure sleeves over inner gloves, use buddy tabs to facilitate later removal. <input type="checkbox"/> If PAPR with a self-contained filter and blower unit integrated inside the helmet is used, belt and battery unit MUST be put on prior to donning coverall so that belt/battery unit are under the coverall. <input type="checkbox"/> If PAPR with external belt-mounted blower is used, blower and tubing MUST be outside of the coverall to ensure proper airflow.
<input type="checkbox"/>	Step 8. Put on Outer Gloves	<input type="checkbox"/> Put on second pair of gloves (with extended cuffs). Ensure cuffs are pulled over coverall sleeves, extending as far up arms as possible. - Using different color gloves when double gloving makes it easier to see contamination, cuts or tears.
<input type="checkbox"/>	Step 9. Put on Respirator	<input type="checkbox"/> Put on PAPR. It should have a full face-shield, helmet or headpiece . - If either a PAPR with a self-contained filter and blower unit integrated inside the helmet is used, – OR a PAPR with external belt-mounted blower unit and attached reusable headpiece is used – a single-use (disposable) hood MUST also be used. <input type="checkbox"/> Hood MUST fully cover all hair, neck and ears and extend past the neck to the shoulders .
<input type="checkbox"/>	Step 10. Put on Outer Apron (if used)	<input type="checkbox"/> Put on full-body outer apron to provide additional protection to the front of the body. Apron should extend to mid-calf .
<input type="checkbox"/>	Step 11. Verify	<input type="checkbox"/> Trained Observer verifies: - Donning process is complete and the integrity of the ensemble. - First Responder is comfortable and able to extend arms, bend at the waist , and go through a range of motions to ensure sufficient range of movement while all areas of the body remain covered .
<input type="checkbox"/>	Step 12. Disinfect Outer Gloves	<input type="checkbox"/> Disinfect outer-gloved hands with ABHR. Allow to dry prior to patient contact.

OUTCOME of SUCCESSFUL DONNING PROCESS: NO exposed skin or hair.